

MEETING NOTICE

Grand Traverse County Planning Commission
LAND DEVELOPMENT REVIEW COMMITTEE (LDRC)

Wednesday, September 30, 2015 at 11:00 a.m.

****NOTE ROOM CHANGE****

Lower Level Conference Room (basement)
Governmental Center
400 Boardman Avenue, Traverse City, MI 49684

A G E N D A

1. Call to Order
2. Approval of July 30, 2014 LDRC Meeting Minutes
3. **Bridge Valley:** a proposed single-family condominium subdivision, described as located in Section 15 & 16, Town 27 North, Range 10 West, East Bay Charter Township, Grand Traverse County, Michigan. Elise Crafts, Community Planner and Petra Kuehnis, Landscape Architect with Mansfield Land Use Consultants will present the project.
4. Public Comment
5. Other Business
6. Adjournment

GRAND TRAVERSE COUNTY PLANNING COMMISSION
LAND DEVELOPMENT REVIEW COMMITTEE (LDRC)

July 30, 2014

Chair Kopriva called the meeting to order at 11:04 a.m. in the Training Room located in the Governmental Center, 400 Boardman Avenue, Traverse City, Michigan.

PRESENT: Amy Summers, Blair Township Zoning Administrator
Bruce Remail, GTC Construction Code
Dan Thorell, GTC Environmental Health
Garth Greenan, GTC Road Commission
Pete Bruski, GTC Soil Erosion
Rainer Reichert, GTC GIS
Sara Kopriva, GTC Planning Commissioner

STAFF PRESENT: Marcia Carmoney, Office Specialist

OTHERS PRESENT: William Crain, Project Engineer for Andersen & Crain, Inc.

APPROVAL OF MINUTES

Moved by Remail, seconded by Reichert to approve the April 30, 2014 LDRC minutes as presented. **Approved unanimously.**

SILVER LAKE LANDINGS SITE CONDOMINIUM

William Crain, Project Engineer for Andersen & Crain, Inc. gave an overview of Silver Lake Landings, a proposed site condominium in Blair Township, and answered questions from the Committee. The project consists of 7 single-family residential units located off of West Silver Lake Road. The units, located on a private road with cul-de-sac turnaround, will have private wells and on-site septic. The project will consist of one phase.

Grand Traverse County Environmental Health:

Thorell requested a 100' isolation area be maintained between septic system and creek, and that driveways for units 1 – 3 be added to the plan to show their relation to the septic systems. Thorell stated the existing well did not have good yield information, and would like to see more water supply information. Test holes are needed to look at the soil.

Grand Traverse County Construction Code:

Remail asked what size homes would go in the development. Crain answered that homes would average between 1,200 and 1,500 square feet, with the possibility of larger homes going in. Crain confirmed that the future storage buildings are for the individual units.

Grand Traverse County GIS:

Reichert stated the development name, Silver Lake Landings, and the private road name, Silver Landings Drive, are acceptable and reserved. Appropriate signage is required by County ordinance.

Grand Traverse County Soil Erosion:

Bruski stated the storm water basins need emergency overflow, and that the retention basins for units 1 and 2 do not meet the 50' set-back requirement for streams. Bruski suggested an alternate layout be considered so the storage building access drive does not fall within the creek set-back. Bruski asked if units 1 – 3 would have low-pressure septic systems, which Crain confirmed they would. Bruski questioned how the driveways would be put in for those units without interfering with the septic systems. Crain stated they may need to join the driveway between units 1 and 2.

Grand Traverse County Road Commission:

Greenan would like to see calculations for a possible passing lane on West Silver Lake Road. Site distances for driveway would need to be checked, and road intersection must meet standard specifications. Greenan also indicated that the private road will not be maintained by the Road Commission, and a permit will be required for construction within the right of way. Greenan's written comments are attached to the end of these minutes.

Blair Township Zoning Department:

Summers confirmed with Crain that Unit 1 is on its own, and will not be part of a condo association. Summers stated private road will require an engineered drawing and \$50 application fee, and that a shared driveway for units 1 and 2 could be an issue.

PUBLIC COMMENT

None

OTHER BUSINESS

None

ADJOURNMENT

Meeting adjourned at 11:20 a.m.

Sara Kopriva, Chair

Memorandum

Date: July 29, 2014
To: Co. Planning/Land Development Review Committee
From: Garth Greenan, P.E., Traffic Services Supervisor
Copy: Jim Cook, Manager
James P. Johnson, P.E., County Highway Engineer
Subject: Conceptual plan review of the "Silver Lake Landings" in Sec. 6, T26N, R11W, Blair Twp.

In reviewing the above named conceptual development plan for review for the Land Development Review Committee meeting on **July 30, 2014**, please note the following comments, questions and recommendations:

1. Applicant will be required to submit a traffic calculations illustrating effects onto W. Silver Lake Road to determine if improvements to W. Silver Lake Road are required at the new intersection. Specifically, do left turns into the development warrant a passing lane?
2. The proposed road entrance locations have not been field reviewed for sight distance. The Developer's consultant should prepare and submit the AASHTO sight distant calculations for the proposed road entrance to the County Highway Engineer for approval.
3. All plan designs for the public road intersection are to meet the road construction standards at a minimum, as currently adopted in the Standards and Specifications for Subdivisions and Other Development Projects with Public and Private Road (September 23, 2009).
4. Private roads will not be maintained by the Grand Traverse County Road Commission (GTCRC).
5. All access is to be restricted to the proposed interior road system, i.e., all driveways serving the parcels within this development shall be served by the new private roads.
6. A GTCRC permit will be required prior to construction within the ROW.
7. The Concept Plan Review Checklist is attached.
8. The Concept Plan Review Fee of \$700.00 is due to the GTCRC. If no significant modifications are made to the project, this will apply to the preliminary review fee.

Revised: 7/29/2014

Grand Traverse County Road Commission
Conceptual Plan Review Checklist
(For Agency Use Only)

Subdivision Name: Silver Lake Landings Plat _____ Condo x LDA _____

Section: 6. T26 N. R11 W

Township: Blair Township

Developer: Silver Lake Landings Development, LLC

Consultant: Andersen & Crain

		Y	N	Date	Ck'd by
Conceptual Plan Submission					
1.	Co. Planning review (optional)	X		7/30/2014	GG
2.	Township review (optional)				
3.	Letter requesting conceptual review		X	7/29/2014	GG
4.	Base Review Fee submitted (\$700)		X	7/29/2014	GG
Conceptual Plan Content (minimum)					
5.	Boundary				
a.	Tax or fractional description	X		7/29/2014	GG
b.	Show adjacent property lines & road connections	X		7/29/2014	GG
c.	Known easements or restrictions	X		7/29/2014	GG
d.	Zoning of principal & adjacent lands	X		7/29/2014	GG
e.	Location maps	X		7/29/2014	GG
6.	Topographic Information				
a.	USGS contouring & wetland limits	X		7/29/2014	GG
7.	Proposed Improvements				
a.	Type of approval (i.e., PUJ, Condo, Plat, etc.)	X		7/29/2014	GG
b.	Road jurisdiction (public, private, MDOT, etc.) ...	X		7/29/2014	GG
c.	Typical road cross-section	X		7/29/2014	GG
d.	Road layout w/ general dim. of curves & radii	X		7/29/2014	GG
e.	Interconnection plan accessing adjacent lands	NA		7/29/2014	GG
f.	Access & winter maintenance restrictions	NA		7/29/2014	GG
g.	Street names on plan	X		7/29/2014	GG
h.	Utility easements		X	7/29/2014	GG
i.	Lot layout w/ general dim. & areas		X	7/29/2014	GG
j.	Schematic storm water management plan	X		7/29/2014	GG
k.	Drainage basin & easement locations	X		7/29/2014	GG
l.	Schematic sewer & water systems (if applicable)	X		7/29/2014	GG
m.	Hydrant or water tank locations	N/A		7/29/2014	GG
n.	Soils information		X	7/29/2014	GG
o.	Collision area structures	N/A		7/29/2014	GG

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Project Team

Developer:

Bridge Valley Development Co.
Kevin O'Grady, Owner
6978 Dixie Hwy, Suite A
Clarkston, MI 48346
Phone: (248) 575-3300
Email: kjoinsight@gmail.com

Owner:

Kevin J. O'Grady
9491 Peninsula Drive
Traverse City, MI 49686

Planning and Engineering Consultant:

Mansfield Land Use Consultants
Douglas Mansfield, President
830 Cottageview Drive, Suite 201
Traverse City, MI 49685
Phone: (231) 946-9310
Email: dougma@maaeps.com

Letter of Agency Authorization

August 27, 2015

**Re: Bridge Valley proposed residential site condo
Letter of Agency**

To Whom it May Concern,

The purpose of this letter is to acknowledge that Mansfield Land Use Consultants is authorized to work as my agent with regards to planning and engineering services relating to regulatory agency reviews and permitting for the proposed Bridge Valley Residential Condominium Subdivision located on 5 Mile Road in East Bay Township, Traverse City, Michigan.

Mansfield Land Use Consultants contact information is as follows:

Doug Mansfield, President
830 Cottageview Drive, Suite 201
Traverse City, MI 49684
dougma@maaeps.com
(231) 218-5560

This authorization is valid for a period of one (1) year from the date of signature.

Sincerely,



Kevin O'Grady
Bridge Valley Development Co.
6978 Dixie Highway, Suite A
Clarkston, MI 48346
(248) 575-3300

8/27/15
date

Project Summary

Project Parcels:	Tax IDs: 28-03-215-036-10 28-03-216-050-00		
Project Location:	Five Mile Road, between Holiday Road and Prouty Road East Bay Township Traverse City, MI 49686		
Tax Description:	TH S 1/2 OF TH SW 1/4 OF SEC 15 T27N R10W EXCEPT BEG AT TH SW COR OF SD SEC 15 TH E 117.30 FT ALG TH S SEC LN OF SD SEC 15 TH N 208 FT TH E 63.30 FT PAR WITH SD SEC LN TH N 208 FT TH W TO TH W LN OF SEC 15 TH S ALG SD W SEC LN TO TH POB EXCEPT COMM AT TH TH N 66 FT OF TH SE 1/4 OF TH SE 1/4 OF SEC 16 T27N R10W LYING E OF TH C/L OF FIVE MILE ROAD SUBJ TO RD R/W AND EASEMENT 1.06 AC M/L SPLIT ON 11/23/2009 FOR 2010 FROM 03-215- 036-00;		
Parcel Size:	79.48 acres (net)		
Current Zoning:	Low Density Residential (LDR)		
Zoning Regulations:	Required:	Min. lot area: 12,000 s.f. Min. lot width: 100 ft. Max. d.u./acre: 3 d.u./acre Min. setbacks: Front 30 ft. Side 10 ft. Rear 35 ft.	Proposed: 12,427.78 s.f. min. 100 ft. min. 1.14 d.u./acre Front 30 ft. Side 10 ft. Rear 35 ft.
Existing Use:	Vacant		
Proposed Use:	Single-family Condominium Subdivision		
Required Parking:	N/A		

Required Landscaping:

N/A

Exterior Lighting:

No street lighting proposed. Entrance signage is proposed to be illuminated with LED strip lighting fully recessed in the support beam above the sign. The light source shall be fully shielded from view and not more than 100 watts.

Signage:	Required:	Type:	Ground	Proposed:	Ground
		Number:	1		1
		Max. sign area:	24 s.f.		7.03 s.f.
		Max. height:	6 ft.		6 ft.

Utilities:

Municipal sewer/water
On-site storm water detention
Natural gas
Locally available electricity

Phasing & Timeframe:

1 phase

Approximate Timeframe:

May 2016: Commence construction
Jul 2016: Mass grading / utility installation
Sep 2016: Finalize soil stabilization / roads

Project Introduction

Introduction

Bridge Valley Development Co. proposes a 91 unit condominium subdivision named Bridge Valley located on Five Mile Road. The subject property is owned by Kevin O'Grady, owner of Bridge Valley Development Co. and local Traverse City resident. Kevin takes pride in more than 20 years of experience building residential communities which offer residents first class amenities and everyday convenience at an affordable price.

Project Location/Existing Conditions

The subject property is located on Five Mile Road, immediately south of the plat of Holiday South and immediately west of the Holiday Forest condominium subdivision. The property is zoned Low Density Residential (LDR) and surrounding properties are also zoned LDR. Surrounding land use is residential, specifically platted residential to the north, condominium subdivision residential to the east, and single-family residential to the south and west. Municipal sewer and water routine upgrades are available along Five Mile Road to service the development.

The property consists of gently rolling terrain along the northern two-thirds of the parcel with approximately 180 feet of vertical elevation change from the lowest to highest point. Baker Creek flows through the southwest one-third of the property with some wetlands surrounding the creek.



Fig. 1 – Second growth forest (left); Field (center); Baker Creek (right)

The property is densely wooded with second growth forest consisting mainly of Poplar and Maple in the uplands with some White Pine and Red Pine interspersed. The tree cover transitions to Maple and Hemlock in the low areas near Baker Creek. There is an approximately 7 acre field composed primarily of Knapp Weed and Brome Grass located in the northwest corner of the property.

Landscaping

With the exception of an approximately 7 acre meadow and sand pit, the entire site is dominated by second growth forest. The upland forest is made up of predominantly poplar and maple, with a few oak, hemlock and white pine throughout with very little understory vegetation. The lower areas of the site within the Baker Creek corridor is predominantly maple with stands of cedar interspersed and

some herbaceous understory vegetation. Most trees on site range in size from 12 to 20 inches, and are generally spaced 10 to 20 feet apart. Earthwork required to construct site infrastructure will result in clearing of approximately 30% of the woodland on site. The remaining forested common open space will be managed as defined in the By Laws of the condominium Master Deed.

Site Plan Layout

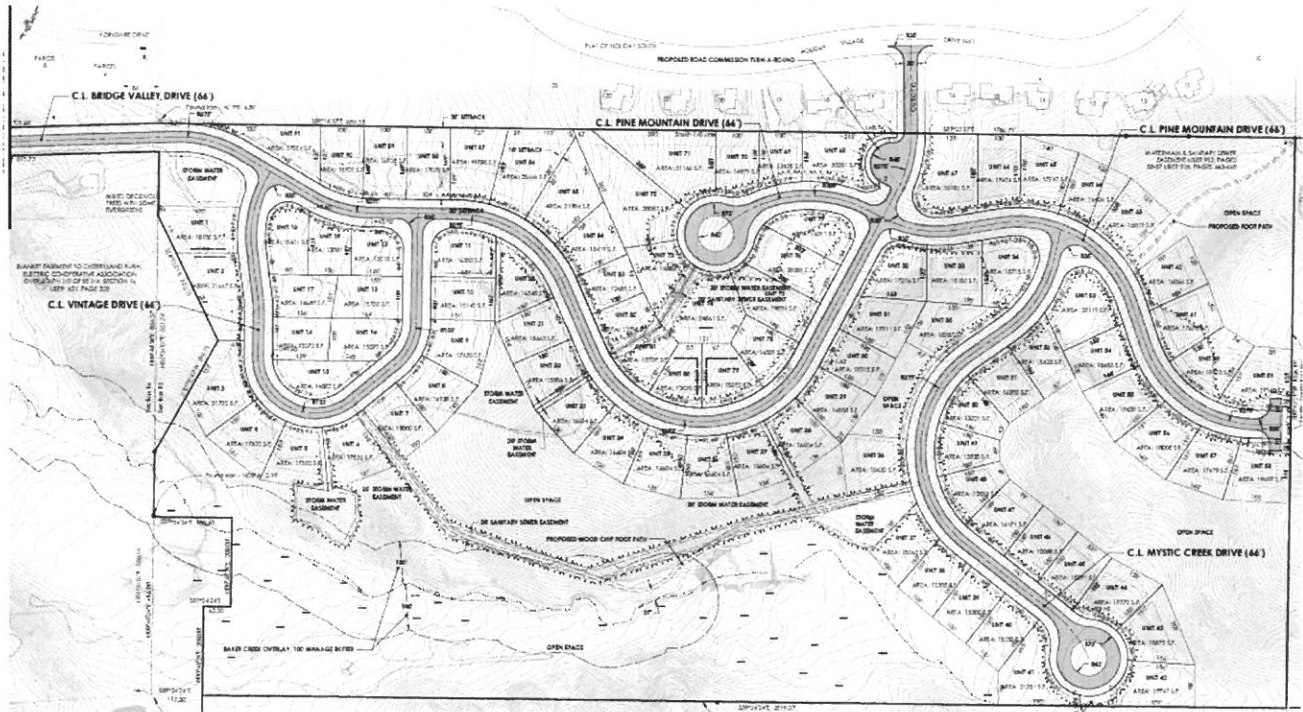


Fig. 2 – Preliminary Site Plan

The development is serviced by a private road system of approximately 7,000 linear feet. The primary ingress and egress is Bridge Valley Drive which connects to Five Mile Road. The development is set back from Five Mile Road by an approximately 1,000 feet long entrance drive, which minimizes visual impact to the users of the Five Mile corridor view shed. A secondary access route is Pine Mountain Drive which connects to "Outlot C" of the plat of Holiday South between lots 67 and 68.

Pine Mountain Drive and Mystic Creek Drive both terminate in a cul-de-sac at lots 71-76 and lots 41-44, respectively. The road system is designed to private road standards which allows steeper grades than if designed to County road standards. This vertical flexibility enables the road system to better follow the existing contours of the property, resulting in less earth grading and tree removal for the construction of the private road system.

The proposed site plan does not include lot grading or tree removal for future building sites. The development as proposed provides for a nice variety of lots, including flat, walk-out, and walk-up lots, and continues the existing development pattern of the surrounding Holiday Hills neighborhood. Future lot owners will be responsible for individual lot grading in order to provide appropriate building sites per the applicable regulating agencies and permits.

The proposed site plan is composed of approximately 45% building lots, 15% right-of-way, and 40% open space. The total open space to be preserved is 31.45 acres. A foot path provides residents access through the preserved open space along Baker Creek and neighboring residential developments. The open space will be a common element as described by the Master Deed. The owners of the condominium subdivision are responsible for maintaining the open space.

Section 820: Site Plan Review Standards

Section 820, 7 of the East Bay Charter Zoning Ordinance provides the following guidance: In the process of reviewing a site plan, the Planning Commission shall consider:

- a. **That there is a proper relationship between the existing streets and highways within the vicinity, and proposed deceleration lanes, service drives, entrance and exit driveways, and parking areas to assure the safety and convenience of pedestrian and vehicular traffic, and that the proposed streets and access plan are adopted by the Township or the County Road Commission.**

The proposed private road system meets the standards as required by the East Bay Township Zoning Ordinance (Ordinance). The proposed connection of Bridge Valley Drive to Five Mile Road and Pine Mountain Drive to Holiday Village Drive satisfy the requirement of 2 all season access route points for a development of more than 30 dwelling units, and meet the Grand Traverse County Road Commission standards.

- b. **That the buildings, structures and entrances thereto proposed to be located upon the premises are so situated and so designed as to minimize adverse effects upon owners and occupants of adjacent properties and the neighborhood.**

The proposed building envelopes meet the setbacks as required by Section 401 of the Ordinance to minimize adverse effects upon neighboring lots. The proposed site layout mimics the existing development patterns of Holiday South to the north and Holiday Forest to the east of the subject property.



Fig. 3 – Proposed site layout in relation to adjacent development

Open space is provided along the southern portion of the subject property where Baker Creek and associated wetlands render the property undevelopable. This open space also serves to buffer the adjacent single-family residential properties to the south. The entrance drive off Five Mile Road is approximately 1,000 feet in length which minimizes visual impacts to the users of the Five Mile corridor view shed.

- c. **That as many natural features of the landscape shall be retained as possible, particularly, where they furnish a barrier or buffer between the project and adjoining properties used for dissimilar purposes and where they assist in preserving the general appearance of the neighborhood or help control erosion or the discharge of storm waters.**

The proposed site plan includes approximately 40% open space, largely concentrated on the southern portion of the site which helps to buffer the adjacent properties to the south currently used as single-family residences. A managed buffer strip of 100 feet is maintained to protect Bakers Creek which flows through the southwest portion of the subject property. The proposed site plan complies with the uses allowed per Section 219 of the ordinance which regulates the 100 foot buffer zone surrounding Baker Creek. Specifically, the proposed walking trail is composed of permeable woodchips and is located within Tier 2 of the buffer zone. Vegetation removal for the purpose of sanitary sewer utilities is proposed within Tier 3 of the buffer zone.

The private road system is located and designed to meet the existing property grades to the maximum extent feasible, to both preserve the rolling character of the land as well as minimize earth work. The plan does not include grading, filling, or tree removal for future building sites. Future lot owners will be responsible for individual lot grading in order to provide appropriate building sites per the applicable regulating agencies and permits.

- d. **That any adverse effect of the proposed development and activities emanating therefrom upon adjoining residents or owners shall be minimized by appropriate screening, fencing, walls, or landscaping.**

The proposed development is not expected to produce adverse effects or activities upon adjoining residents or owners. The proposed building envelopes meet the setbacks as required by Section 401 of the Ordinance. The proposed site layout is harmonious in design with the existing developments of Holiday South to the north and Holiday Forest to the east of the subject property. Open space is provided along the southern portion of the subject property to preserve the Baker Creek corridor and associated wetlands and also serves as a buffer the adjacent properties to the south.

- e. **That all provisions of the Ordinance are complied with unless an appropriate variance therefrom has been granted by the Zoning Board of Appeals.**

The proposed site plan meets all applicable provisions of the Ordinance, including the required setbacks, private road, landscaping, and storm water standards. No variances from these standards are required.

f. That all buildings and structures are accessible to emergency vehicles.

The applicant will provide a letter of approval from the Grand Traverse Metro Fire Department.

g. That a plan for erosion control and storm water discharge has been approved by the appropriate public agency.

The applicant will provide a Soil Erosion and Sedimentation Control Permit from the Grand Traverse County Soil Erosion and Sedimentation Control Department. The applicant will provide a letter of approval from the East Bay Township engineer of record.

h. The relationship to shore and stream preservation principles where appropriate.

The proposed site plan complies with the uses allowed per Section 219 of the ordinance which regulates the 100 foot buffer zone surrounding Baker Creek. Specifically, the proposed walking trail is composed of permeable woodchips and is located within Tier 2 of the buffer zone. Vegetation removal for the purpose of sanitary sewer utilities is proposed within Tier 3 of the buffer zone.

i. That the plan as approved is consistent with the intent and purpose of zoning and to promote public health, safety and general welfare; to encourage the use of lands in accordance with their character and adaptability to avoid the overcrowding of population; to lessen congestion on the public roads and streets; to reduce hazards to life and property; to facilitate adequate provisions for a system of transportation, sewage disposal, safe and adequate water supply, education, recreation and other public requirements; and to conserve the expenditure of funds for public improvements and services to conform with the most advantageous uses of land, resources and properties; to preserve property values and natural resources; and to give reasonable consideration to character of a particular area, its peculiar suitability for particular uses and the general appropriate trend and character of land, building, and population development.

The subject property is zoned Low Density Residential (LDR). Condominium subdivisions are a use by right in the LDR district and the proposed site plan meets the standards as required by the Ordinance. The properties immediately adjacent to and surrounding the subject parcel are also zoned LDR. See the zoning map on the next page.

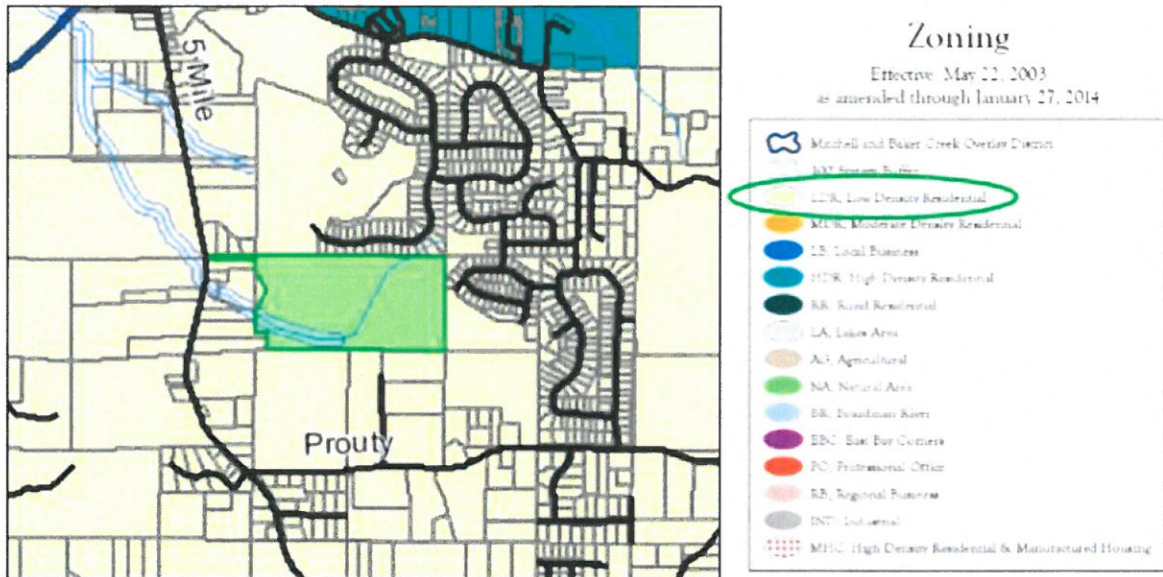


Fig. 4 – Zoning Map

Additionally, the Master Plan Comprehensive Land Use Plan Map classifies the subject property as Low to Medium Density Residential with an associated 1-3 dwelling units per acre. The subject property is 79.48 net acres and contains 1.16 dwelling units per acre which is on target with the projections of the Master Plan.

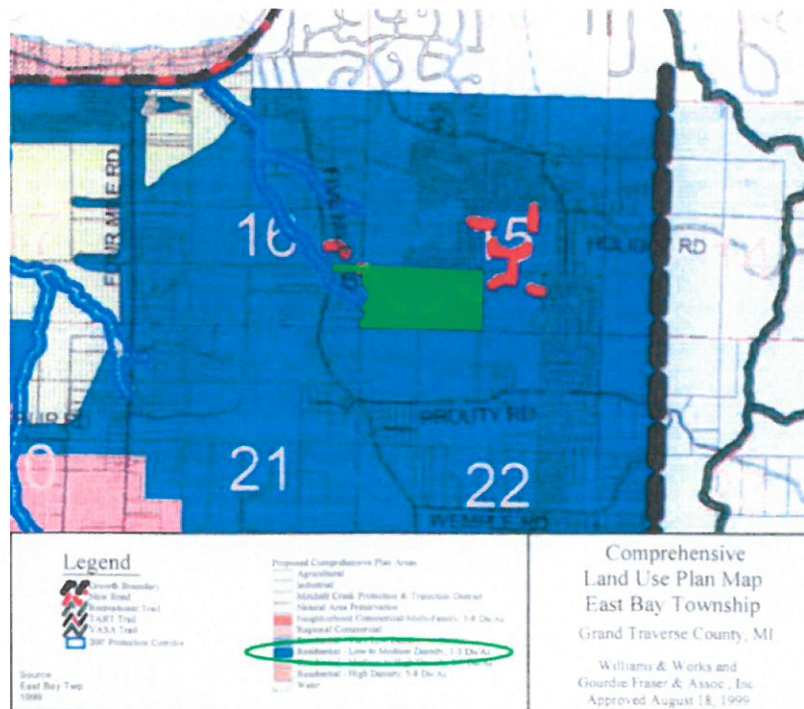
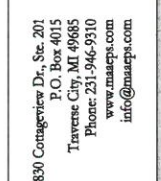
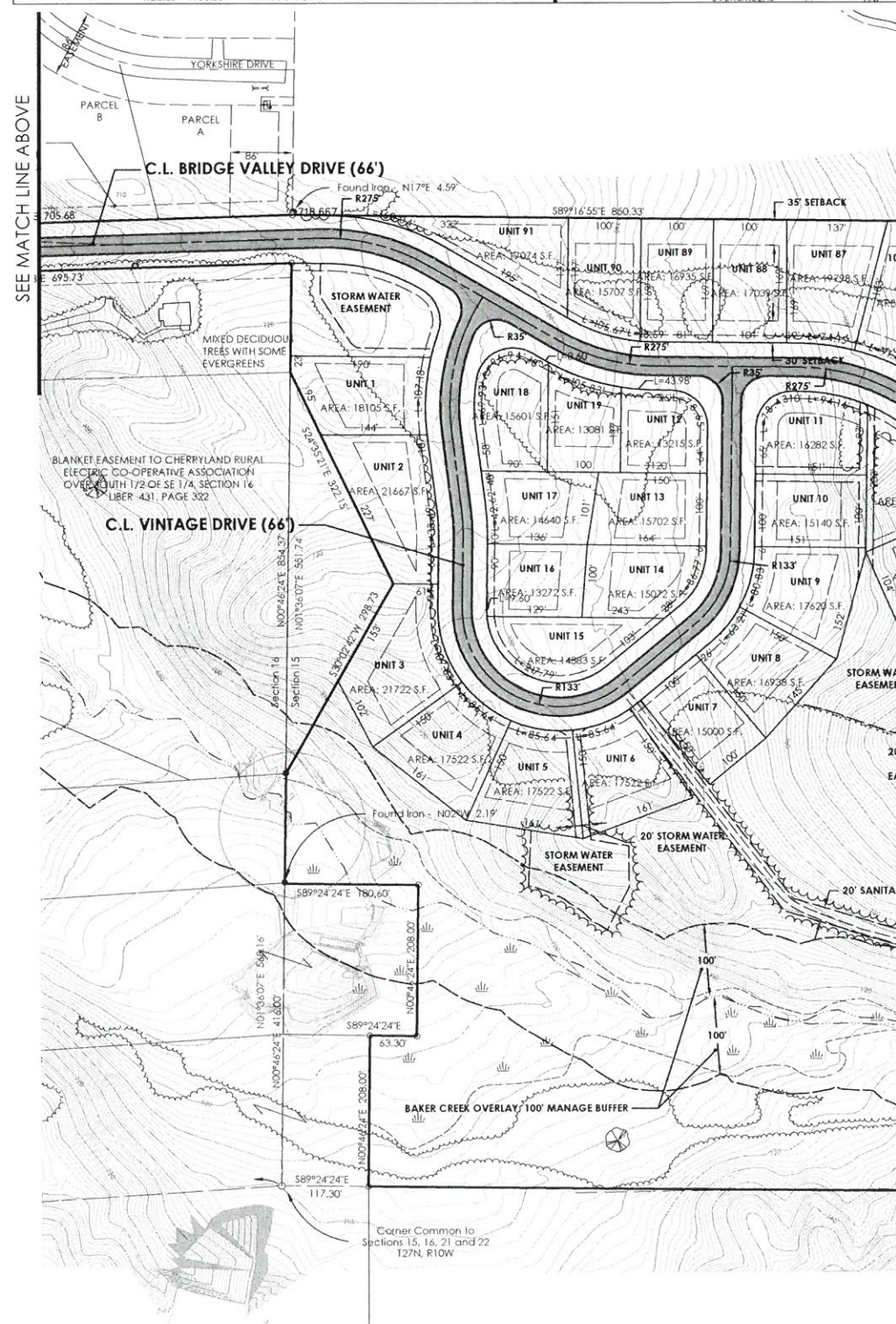


Fig. 5 – Master Plan

Finally, the applicant will provide the necessary letters of approval from the applicable regulating agencies to ensure the proposed infrastructure is appropriately designed, including:

- Michigan Department of Environmental Quality;
- Grand Traverse County Road Commission;
- Grand Traverse County Soil Erosion and Sedimentation Control Department;
- Grand Traverse Metro Fire Department; and
- East Bay Charter Township.



Mansfield
— **CS** —
Land Use Consultants

[illegible]

BRIDGE VALLEY DEVELOPMENT CO.
Bridge Valley - A Condominium Subdivision
OVERALL SITE PLAN AND DIMENSION PLAN
Section 15 & 16, Town 27 North, Range 10 West
East Bay Township, Grand Traverse County, Michigan

PRELIMINARY		
PAC		
DE-2	CKD-2	CREATED: 08.13.15
JOB NO.: 15096		
C4.0		